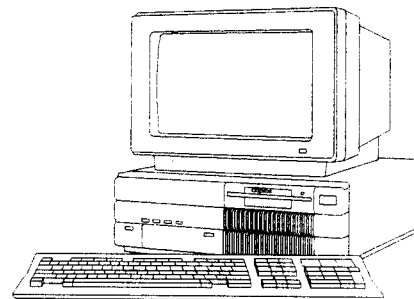


Reedley College

Landscape Agriculture and Natural Resources Department

AG 1 - COMPUTER APPLICATIONS IN AGRICULTURE

INSTRUCTOR: Bud West
OFFICE: AG 4
OFFICE HOURS: M,W 10:00 T,TH 11:00
PHONE: 638-3641, Ext. 3282



Course Description:

A survey of computer program (software) applications that relate to the management of agricultural enterprises. Emphasis will be placed on the use of available library programs for micro-computers and use of hardware appropriate for agriculture.

Topics To Be Covered:

1. Introduction
2. Computer Terminology
4. Computer Components
5. Operation of the Micro-computer
6. Disk Operating Systems (Windows '98)
7. Word Processing Applications in Ag (Microsoft Word)
8. Spreadsheet Applications in Ag (Microsoft Excel)
9. Database Applications in Ag (Microsoft Access)
10. Presentation software Applications in Ag (Microsoft PowerPoint)
11. Internet and World Wide Web Applications in Agriculture

Student Supplies:

1. Textbook - "Microsoft Office - Professional Edition - A First Course"
by Swanson, Reding, Beskeen, Johnson
2. Diskettes - (6) three and one half inch - High Density

Grading:

Quizzes	-	5 @ 15 =	75
Tests	-	3 @ 75 =	225
Lab Exercises		15 @ 15 =	225
Homework	-	5 @ 15 =	75

TOTAL 600

Grade Scale:

A	=	90 - 100%
B	=	80 - 89%
C	=	70 - 79%
D	=	60 - 69%
F	=	Below 60%

*Attendance
Drop date
Final exam date*